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University Council Meeting, June 18, 1958

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Minutes of the University Council
(Not Approved by the Council)

June 18, 1953

No. 4

<u>Members Present</u>	<u>Members Absent</u>	<u>Non-Members Present</u>
Robert Bone	Howard Hancock	DeVerne Dalluge
Chris De Young	Arthur Larsen	Harry Lovelass
Margery Ellis	Willard McCarthy	Harlan Peithman
Bernice Frey		Eunice Speer
Victor Gimmetstad		Dale Vetter
Benjamin Keeley		
Robert Moore		
Andreas Paloumpis		
Ruth Stroud		
Bjarne Ullsvik		
Arthur Watterson		
Leo Yedor		

Miss Stroud moved that the minutes of the previous meeting be approved as written. The motion was seconded by Mr. Yedor and was passed.

Mr. Watterson and Miss Stroud presented a report on the procedures to be used in selecting Heads of Departments or Directors of Divisions. After some discussion President Bone moved that the recommendations, as amended, be accepted and be included in the minutes. The motion was seconded by Miss Ellis and was passed.

RECOMMENDATIONS FOR PROCEDURE

1. Create a committee of five--one appointed by the President, two appointed by the Council, and two elected by the department involved. The President shall name one of the two Council appointees as Chairman.
2. Request members of the department to write letters to the committee to aid in setting up criteria for selection.
3. Compose a letter incorporating the list of suggested criteria and submit it to the members of the department for criticism. Send out letters to all members of the department requesting names of applicants. Send the letter to departments first, then to agencies and other individuals.
4. Give members of the department the same gracious privilege of applying (or of recommending a colleague) as anyone off the campus. Judge applications from within and from without the department simultaneously.
5. Select a group of the most promising applications.
6. Invite the members of the department to read this group of applications and send in written comments.
7. Refine the list further and send the names of the preferred candidates to the President, who will direct the work from that point.

Miss Speer then presented the report of the University APT Committee regarding Departmental APT Committees and regarding the part which the University APT Committee plays in the making of faculty appointments. Miss Frey then compared the

recommendations of the local chapter of the AAUP with the University APT Committee Report. After a discussion, Mr. Moore moved that the committee re-study the problem of departmental APT Committees and return with a report separating those policies which should be regulations from those which should be recommendations. Also, members of the Council were asked to send Miss Speer their suggestions regarding this study. The motion was seconded by Mr. Yedor and was passed. President Bone recommended that these suggestions be in Miss Speer's hands within one week.

Miss Ellis, Chairman of the Committee to select the new head of the Department of Education and Psychology, reported briefly on the progress of the committee. The members of the Department of Education and Psychology voted not to select at this time the department members to serve on the committee for choosing a new head, but asked that a study of the administrative structure of the department be conducted. Therefore, further meetings of the selection committee have been postponed until the completion of this study.

Mr. Paloumpis then briefly summarized the report of the Executive Committee concerning the University Mailing System. The distribution of mail in individual boxes in the post office in the Administration Building should be discontinued. Continuation of this service would require the immediate addition of boxes to accommodate the increase in faculty and would also require additional space. It is recommended that a mailman make deliveries twice daily to the individual offices or, as in the case of Special Education, to a central office.

Mr. Ginnestad then read a note from Miss Gwen Smith concerning more detailed procedures on the relationships of the Curriculum Committee to the University Council. The new procedures will be drawn up in the fall.

The next item on the agenda was the discussion of a letter from Mr. Kinneman. Mr. Kinneman suggested that Article 3, Paragraph 1 of the by-laws of the University Council be changed to read as follows: The University Council should consist of fifteen members: The President of the University or someone he designates to serve as his alternate during his absence, the Dean of the University, one member of the Administrative staff appointed by the President, and twelve members elected from the Faculty at large. Mr. Keeley moved that Mr. Kinneman's suggested change be accepted but include that the one member of the Administrative staff appointed by the President be a one year appointment. The motion was seconded by Mr. Paloumpis and was passed. The first reading of the proposed change will be at the September faculty meeting.

Mr. Ginnestad then read a letter from Mr. Ullsvik tendering his resignation from the Budget Committee. The Executive Committee recommended that Mr. Ullsvik's resignation be accepted with thanks for his long and faithful service. President Bone moved that the recommendation be accepted. The motion was seconded by Miss Stroud and was passed.

The Executive Committee presented the name of Mr. De Young to fill the vacancy created on the Budget Committee by the resignation of Mr. Ullsvik. Mr. Moore moved that the Council dispense with the formal vote and accept the recommendation of the Executive Committee. The motion was seconded by Mr. Keeley and was passed.

The meeting adjourned at 9:50 P.M.

Victor Ginnestad, Chairman

Andreas Paloumpis, Secretary